

Herongate and Ingrave Parish Council



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Members of the Council are hereby summoned to attend the **ANNUAL PARISH COUNCIL MEETING** of Herongate and Ingrave Parish Council at St. Nicholas Hall, School Lane CM13 3RB on Tuesday, 16th May 2017 commencing 8.00pm for the purpose of transacting the following business.

Theresa Grainger

Signed
Theresa Grainger
Clerk to Herongate and Ingrave Parish Council

11th May 2017

The Press and Public are also cordially invited to attend this meeting.

AGENDA

- 17/18.017 To elect a Chairman
- 17/18.018 To receive the Chairman's Declaration of Acceptance of Office
- 17/18.019 To elect a Vice Chairman
- 17/18.020 To receive the Vice Chairman's Declaration of Acceptance of Office
- 17/18.021 Apologies for absence
- 17/18.022 Public participation session with respect to items on the agenda and other matters that are of mutual interest.
- 17/18.023 To receive Members' Declarations of Interest in items on the agenda.
- 17/18.024 **Minutes**
Members to consider and approve the Minutes of the Ordinary Parish Council Meeting held on Wednesday, 26th April 2017
- 17/18.025 **Progress Report from the Clerk**
- 17/18.026 **General Power of Competence**
Herongate and Ingrave Parish Council to confirm eligibility to use the General Power of Competence which is found in the Localism Act 2011 s1-8 and gives a local authority the statutory power to do anything that individuals may do without breaking other laws. To meet the

criteria as set out in the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, a local council must have a qualified Clerk and two thirds of Councillors must be elected at the last election, or at a subsequent by-election must equal or exceed two thirds of the total number of seats on the council.

17/18.027 Finance

- a) To approve cheques signed since the last meeting.
- b) To approve and sign cheques at this meeting.
- c) Members to approve the accounts/bank reconciliation for May 2017.

17/18.028 Internal Audit Report for the year 2016/2017

- a) Members to note that the Internal Auditor has now visited and returned the books and will be preparing the final report for the next meeting.
- b) Members to agree that Maurice Howard CPFA be appointed as Internal Auditor for the year 2017/2018.

17/18.029 Annual Governance Statement

- Following the annual review the effectiveness of its systems of internal control, Members to consider and complete the draft Annual Governance Statement (Section 1 of the Annual Return).
- Members to review the proposed Section 1 and approve the Annual Return 2016/2017 and sign the Annual Governance Statement.

17/18.030 Annual Accounting Statement

- Members to consider the Accounting Statement (Section 2 of the Annual Return) prepared and signed by the RFO.
- Members to review and approve the proposed Accounting Statement to be signed by the Chairman and Minuted accordingly.

17/18/031 Parish Council Insurance

Members to consider insurance quotations put forward from Came & Company, Brokers, from three leading insurers.

17/18.032 Charity of the Year

Members to consider which Charity to adopt as the Herongate and Ingrave Parish Council Charity of the Year.

- The Charity of the Year for 2016/2017 was Essex Air Ambulance RCN 1108989 with a donation of £500.00
- An applications has been received from 1st Ingrave Scout Group RCN 267344. Last year H&IPC made a separate donation of £500.00.

17/18.033 Sponsorship of Ingrave and Herongate Flower Show

Following a recent request from the Flower Show Committee, Members to consider making a donation towards the printing of the schedule for the next Flower Show. Last year H&IPC made a donation of £200.00 to this Group and the PC was noted in the Schedule as a sponsor.

17/18.034 Sponsorship of a Tea Dance to commemorate the 70th Wedding Anniversary of Queen Elizabeth II and Prince Philip later this year

Cllr Sheila Murphy to enlighten Members on this Village event and put forward a request for sponsorship.

17/18.035 Herongate Tye

Cllr Mark Kelly to update Members on the progress with the Notice Board.

17/18.036 Register of Activities

As requested by Cllr Paul Hawkins at the March meeting, Members to consider keeping a register of PC activities conducted by individual Councillors, to be updated on a monthly basis. This request was deferred from the March Agenda as Cllr Hawkins was not present to propose the request.

17/18.037 Crime and Disorder

Councillors to discuss any recent events.

17/18.038 Planning

To consider a list of planning applications below received since the last meeting and review the progress of previous applications on the Planning List previously circulated. Planning Applications received after this Agenda has been published but before the date of the meeting will be added as appropriate..

Planning App. No.	Address	Planning Details
17/00646/FUL	Pampas, Cricketers Lane, Herongate	Existing garage to be extended by 1.6m
17/00725/FUL	Southfields Cricketers Lane Herongate	Single storey rear extension with a flat and pitched roof over
17/00669/FUL	181 Brentwood Road Herongate	Construction of replacement dwelling
17/00672/FUL	37 Cricketers Lane, Herongate	Construction of detached dwelling

17/18.039 Reports from Councillors**17/18.040 Correspondence**

Members to review the list of General Correspondence received by the Clerk since the last Ordinary meeting.

17/18.041 Training

- Councillors to consider their training needs from the EALC schedule for 2017 previously circulated. The EALC regularly updates training schedule which can be viewed on line www.ealc.gov.uk

16/17.042 Items from Councillors to be added to the next Agenda.

16/17.043 The next Ordinary Parish Council meeting will be held on Wednesday, 28th June 2017 at St. Andrews Hall, Brentwood Road, Herongate CM13 3PN commencing 7.15pm.